



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		SABOUR COLLEGE
Name of the head of the Institution		Prof.Daman Chandra Mishra
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		06412451169
Mobile no.		9470013759
Registered Email		principalsabourcollegesabour15@gmail.com
Alternate Email		principal@sabourcollegesabour.org
Address		Sabour College, Sabour, Bhagalpur, Bihar
City/Town		Bhagalpur
State/UT		Bihar
Pincode		813210

2. Institutional Status					
Affiliated / Constituent		Constituent			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr. Ashok Kumar Jha			
Phone no/Alternate Phone no.		06412300665			
Mobile no.		9431609905			
Registered Email		ashokjha159@yahoo.com			
Alternate Email		ajha005@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		https://sabourcollegesabour.org/2023/02/09/sabour-college-aqar-2017-2018/			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		https://sabourcollegesabour.org/wp-content/uploads/2023/02/Academic-calendar-18-19.pdf			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	2.58	2017	02-May-2017	01-May-2022
6. Date of Establishment of IQAC			23-Aug-2012		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		

Use of free Wifi available in the campus for the quality teaching with ICT application	03-Oct-2018 1	72
Digitization of teaching and learning	12-Apr-2020 1	3

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Ministry of Education Government of India & others UGC	UBA	GOI	2019 365	50000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

Yes

If yes, mention the amount

300000

Year

2014

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Project Undertaking 2. Use of free Wifi for teaching learning 3. Digitization of teachinglearning 4. Ensuring the participation of students in project work

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
Participation o teachers in training for ICT application in Teaching Learning.	Achieved
Selection of the college for Infrastructure Grant by RUSA	Achieved
Use of Wifi by Teachers ,students staff for teaching learning and administrative purpose.	Achieved
Selection of the college under Unnat Bharat Abhiyan (UBA) a flagship project of Education Ministry of Government of India.	Achieved
Installation and use ofSolar Energy as alternative non conventional energy sources	Achieved
Application to the education department ,government of Bihar, Patna for additional land provision to the college.	Achieved
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
IQAC	22-Dec-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

27-Mar-2017

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

18-Dec-2018

17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Does the institution have Management information system (500 words): Sabour College Uses MIS as it has been previously selected for the NME ICT Project of the Government of India Ministry of HRD, New Delhi before this, it has also network Resource center of the UGC, New Delhi and we used to practice MIS in the college for various purposes.</p> <ol style="list-style-type: none"> 1. Students enrolment Data 2. Online admission system 3. Biometric attendance monitoring 4. Student registration in each session 5. Examination Form filling and admit card issuing 6. AISHE Data management and DCF filling 7. TIF (Teachers Information detail maintenance) 8. Mobile Number and email of each students maintenance 9. Social media group for teaching learning and information sharing 10. Interaction of students and feedback through MIS. 11. Interaction with different stakeholders.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Sabour College Sabour , is a constituent college affiliated to T.M. Bhagalpur University ,Bihar and have been offering Graduate Degree programs, Science and Commerce in all about 21 subjects following the Curriculum framework by the university and evaluation of the teaching of different subject through test examination carried out regularly by the college and final degree examination by the university in a year at each stage of three years course of degree programme prevailing presently. The Heads of the Department with the fellow teachers plan the curriculum to be delivered by the respective teachers of the subject in the beginning of the session under close monitoring of the Head of the department of each subject through departmental meetings and use to take feedback from teachers and students too in different ways primarily by interacting randomly.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
0	0	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	0	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	Nil	0
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>Student feedback system is focussed on overall teaching -learning in the college. It also caters to the cultural, sports, extension a, NCC and NSS activities . Feedback of teaching learning obtained by the result of test. examination and University examination result and its analysis by each department. We are on way to have overall feedback from all the stakeholders through online and offline form submission shortly. Participation of students in Extra curricular and cocurricular activities with sport and cultural programmes are encouraged by the separate committee of the college for each wing.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Hindi	351	170	157
BA	Home Science	104	1	0
BA	History	355	346	343
BA	Economics	236	131	129
BA	English	149	110	109
BA	Rural Economics	262	1	0
BA	Philosophy	344	6	6
BA	Psychology	286	32	32
BA	Political Science	279	263	262
BA	Geography	355	0	0

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3359	0	47	0	2

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
54	1	2	3	3	0

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Student Mentoring system available in the institution (Give detail Maximum 500 words) The college has developed a student mentoring system department-wise in such a manner that the students of each department can freely interact about the issues they have been facing if any with the teacher assigned the duty of mentor. The teacher who has been mentoring cooperates to solve the issues faced by the students. The performance of the students is monitored by teachers through class tests. There are also career counseling cells playing the role of Mentors for any students. Mentor also encourages respective students to participate in cultural activity, extension activity, debate, inhouse seminars etc. It also paved the way to solve issues faced by students who have got the opportunity to share for finding ways to resolve the issues. The mentor keeps and maintains the academic and another background of students and keeps watch over his/her performance through discussion

and results in the class test. In the case of slow learners, extra care and attach the student to an advanced learner. The college has always provided a very conducive and cordial ambiance for informal mentoring through the student-teacher interface.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3359	47	1 : 71

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
55	47	8	0	47

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Ministry of Finance , Centra Board of Direct Taxes, Government of India, New Delhi	Associate Professor	Bronze category Certificate
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	B.A , B.SC , B.COM	2018-19	02/04/2019	19/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

In the college each department has its internal evaluation process ostly periodical class test , field work and performance extra curricular and curricular activities. god and slow learners are detected and special attention is given to the slow learner. In a fortnight each department organizes cultural activity in which all the students have to act one or more like singing,dance, music or any other curricular activities in order to detect individual latent skill and promoted to strengthen his/her skill with the institution network too.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Our college being a constituent unit T .M Bhagalpur University,Bhagalpur functions in accordance with the rules regulations and guidelines provided by the university. The university prepares the academic calendar at the beginning of the session mentioning the dates of registration, commencement of classes,

publication of sent up list, date of filling of exam. Form, date of practical examination date. Though the college has prepared the academic calendar for 2018 -2019 which shall be practiced from 1 July 2018 to 30 June 2019 only. we shall make efforts to adhere our academic calendar keeping a balance and tune with university guidelines. exam, date of though paper exam, evaluation of answer books, publication of result for both UG .Along with this a list of holidays it also provided by the university. After preparing its academic and holiday calendar it is further approved by the chancellor of the university, the Governor of Bihar. This calendar is then forwarded to different college of university for its accomplishment. According to the schedule of the university our college also gives notices to the students regarding enrollment, class notice registration etc. The commencement of classes in the academic session 2018-2019, for UG for 16.07.2018 . Date of filling of exam form for UG and The framework of this calendar is such that it gives flexibility to the college to incorporate important days and weeks, conducting of different fests, seminars, workshops, internal examinations, parents teacher meet alumni meet etc. Thus, following the academic calendar given by the university the college courses out effective planning to stick to the academic calendar. This provides the teachers and students to achieve the goal of their teaching and learning and their regular assessment. All the begiving of the session for the undergraduate programme each department plans its own ways of teaching and evaluation. The students in there deferent components theory practical and viva voce.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://sabourcollegesabour.org/2023/05/30/learning-outcome-of-each-programme-subject-wise/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BAHN	BA	HINDI	14	13	93
BAHS	BA	HOME SCIENCE	13	8	61
BAHI	BA	HISTORY	111	100	90
BAEC	BA	ECONOMICS	65	37	57
BAEG	BA	ENGLISH	15	14	93
BARE	BA	RURAL ECONOMICS	4	4	100
BAPH	BA	PHILOSOPHY	5	5	100
BAPS	BA	PSYCHOLOGY	31	23	74
BAPO	BA	POLITICAL SCIENCE	78	73	94
BAGE	BA	GEOGRAPHY	30	17	57

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the

questionnaire) (results and details be provided as weblink)

<https://docs.google.com/spreadsheets/d/1lHsHf5DFGbk9vwsAx0pf7gZ6OONgF42CEgRv2wjZ8yM/edit?usp=sharing>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	365	Ministry of Education Government of India New Delhi	0.5	0.5
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
IPL a tool for intelligentia and ways forward	Department of Physics	05/02/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Certificate Of Appreciation	Dr. Ashok Kumar Jha	Central Borad Of Direct Taxes , Ministry Of Finance , Govt. Of India	17/04/2019	BRONZE Category
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Null
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
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National	Economics	1	0
National	Geography	2	0
National	Urdu	1	0
National	Sociology	2	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Economics	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Null	0	0	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Null	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	3	2	0
Presented papers	0	1	0	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Unnat Bharat Abhiyan for village development	UBA , IIT New Delhi	1	21
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Ministry of Finance Government of india	Appreciation as Bronze Category of IT Payer	Charman, CBDT, GOI, New Delhi	42
Ministry of Home Affairs	Certificate of Integrity	Ministry of Home Affairs	114
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Unnat Bharat Abhiyan	Sabour College With UBA IIT NEW Delhi	Farka, Babupur, Bhatti, Mamalkha, sabour Villages, Survey for Development	1	21
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Development of adopted villages under UBA	UBA, Sabour College Sabour	IIT New Delhi	365
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Village Development	UBA	IIT New Delhi	02/11/2018	30/12/2020	40
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
0	Null	0	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
112	3

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Classrooms with LCD facilities	Nil
Seminar halls with ICT facilities	Nil
Class rooms	Nil

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Automated	Partially	Books with barcode are organize in data bank	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7328	1200000	0	0	7328	1200000

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Ashok Kumar Jha	B.Sc Part I,II Question and answers relating Optics, Wave Mechanics and heat ,thermodynamics	Zoom, Google meet etc	18/04/2020

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
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Existing	14	1	14	2	1	1	1	10	0
Added	0	0	0	0	0	0	0	0	0
Total	14	1	14	2	1	1	1	10	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
WiFi enabled room having system with internet facilities and apps for recording like ZOOM, Google Meet , Canvas etc.	https://sabourcollegesabour.org/2023/05/31/facility-for-creation-of-e-content-in-the-institution/

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
18.35	15.64	18.95	9.75

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Procedures and policies for maintaining and utilizing physical, academic, and support facilities - laboratory, library, sports complex, computers, classrooms, etc. (maximum 500 words) (information to be available on institutional Website, provide link) The college has a well-planned, well-developed, well-organized, and decentralized mechanism of maintenance and upkeep of physical, academic, and support facilities. For all academic requirements like books and journals, IT facilities, and organizing special lectures, seminars, or workshops demands are placed by the departmental heads or the teachers of the departments concerned in writing to the Principal. The matter is placed in the committee and any decision taken in the committee is headed by the Principal after discussion unanimously. Maintenance of Physical Support Facilities i.e. water, electricity, cleaning, security, CCTV, Internet facility, Solar system, etc maintained by various committees headed by the Principal.

<https://sabourcollegesabour.org/wp-content/uploads/2023/04/ICT.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NA	0	0
Financial Support from Other Sources			
a) National	0	0	0

b)International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Use of WiFi for ICT Teaching-Learning	03/10/2018	65	Larson And Tubro with Sabour College, Sabour
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	NA	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	122

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	0	0	NA	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
Nil	0	0	0	0	0
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	0
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cross Country Race (W)	T.M.B.U Bhagalpur	24
Cross Country Race (M)	T.M.B.U Bhagalpur	45
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NA	Nil	Nil	Nil	Nil	NA
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The activity of the student Council representation of students on academic, administrative bodies, and committees of the institution (maximum 500 words). The activity of the Student Council There is an active and thriving Student Council in place. As per the statutory provision of the Bihar state university act 1976 Student union election is to be held every year. The incumbent Council's role in various activities has been quite impressive in the last couple of years. Representation of the Students' Council in the various echelons of the institution's administrative frame is guaranteed. There is a representation of it in the institution's highest decision-making body - i.e..In the IQAC, the Students' Representatives is included since the formation of the body after 1st cycle of NAAC accreditation. The opinion of the Students' Council is always taken note of with seriousness in the overall decision-making exercise. The Council has its representation in various SubCommittees of the academic institution. Disciplinary and Sexual Harassment Sub Committees to have their representation. In all the deliberations of these subcommittees, their observations and suggestions are attached due to weightage by the management. The Council, on its own, arranges numerous programs throughout the year. Annual Sports, Annual Social Functions, Common Room Festival and Blood Donation Camp deserve appraisal of a larger magnitude.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

52

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Mention two practices of decentralization and participative management during the last year (maximum 500 words) Mention two practices of decentralization and participative management during the last year (maximum 500 words) Sabour College practices the form of decentralization in its true sense, following all the three important pillars of the institution, viz. academics, administration, and extra-curricular activities and it is reflected in all the activities of the College through a strong and efficient Organogram of Committees / Societies including the IQAC, the Teachers' Council, Students' Union, Time Table Committee (Routine Committee) and various Cultural Committees. All the major stakeholders of the College including The Governing Body, The Principal, Teaching and Non-Teaching Staff, Parents, Students, and Alumni work in a democratic way of governance following the tacit rules of accountability in the execution of their duties and responsibilities. Several internal management systems consist of a number of committees headed by the head of the institution and coordinated by teachers for implementing effective quality policies and plans. Several committees are constituted there in the college both Statutory and non-statutory for the smooth functioning of the admission process, examination, and different extension work. To promote activities relating to research work, infrastructural developments, and cultural, and sports activities. The different committees work out their stipulated jobs with the help of the active participation of the concerned teachers, non-teaching staff, and students. The coordinators and the conveyors of the different committees submit their reports either to the principal or the secretary of the Teachers' Council maintaining overall transparency. In this way, the transparent workforce in this Institution is going on smoothly, ensuring a healthy mode of communication from all levels. There is a statutory provision for the Student Union in the college. The students are elected democratically. They are actively involved in different activities of the college. The Institutions believe in the practices of decentralization and participative management. The Institutions enhance the quality at various levels - College Development Committee, Principal, In-charge Principal, IQAC Committee, NAAC Committee, Various Committees, Academic Staff Welfare, Administrative and Nonteaching Staff, NCC, NSS, all the stakeholders involved in the decentralization and participative management. All are working together for the efficient functioning of the Institutions. The respective committees participate in taking the decision for the academic and infrastructural development of the college. The Principal: - The Principal is the executive head of the institution. He is authorized to take decisions regarding academic, administrative, and financial matters in accordance with the policy decision decided by various committees of the college. Head of the Departments: - Head of the faculty from Arts, Commerce, and Science and Heads of the various departments look after the regular administration, teaching, and research, issues of the students and staff of the department. The Internal Quality Assurance Cell:- The IQAC is headed by the Principal and the Coordinator who is selected from the faculty members to look after its activities. A representative of the University Representative, faculty members, non-teaching staff members, Social activists, Alumni, and students are the members.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum developed by the affiliating University. The college strictly follows the university curriculum directed by the state government to follow UGC guidelines.
Teaching and Learning	Teaching and Learning: Conventional classroom teaching runs as well as the use of ICT to make the teaching learning process more learners-centric. It follows an outcome-based education system in its teaching and learning process.
Examination and Evaluation	Examination and Evaluation : It is a constituent college of T.M. Bhagalpur University, The university examination runs according to the program fixed by the parent university. The annual test examination and class test we plan according to the plan of action.
Research and Development	Research and Development : Research and Development Many of teachers are involved in research and innovation work with individual capacity. In spite of no budgetary support and dearth of teaching faculty, the college promotes research ambience through project works for students and for teachers granting duty leave.
Library, ICT and Physical Infrastructure / Instrumentation	Library, ICT, and Physical Infrastructure / Instrumentation: The library is having more than 7000 Textbooks. Students can read books, magazines, and newspapers in the well-equipped, neat, and tidy reading room in the college campus and they issue books from the college library for a fortnight. Poor students may issue more books as per their own request and recommended from teachers. The library automation helps to search the books selected by the students as the record is available in the computer system.
Human Resource Management	Human resource management: has no significant role to perform in this government-managed college. All the decisions and activities relating to this have to be performed by the university.
Industry Interaction / Collaboration	Industry Interaction / Collaboration We have not collaborated with any of the university. However, sometimes teachers of some department plan to visit the small industry available nearby. It helps to understand the

	manufacturing process, sale of the product, working of production and management.
Admission of Students	Admission is made through an online process. Students were brought to notice relating admission through various means including the social media. they apply online. the selection based on the merit criteria including the reservation norms of the government was done randomly with the software. Its a totally fair and transparent process.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Implementation of e-governance in areas of operations: The college has a planning and development council which is a statutory body. The function of serving notice to all the stakeholders have been done electronically. The planning such as layout and others have been practiced with the software by a competent person. Budget preparation has been practiced with the help of a computer. Estimation of any construction plan has also been done with computer system .
Administration	Administrative notices/circulars are displayed online. facilities like various social media. Any information to the parent organization like the university or government has been practiced through email. This service has innumerable advantages like saving time and physical asset. are available for smooth communication with various departments.
Finance and Accounts	Finance and accounts: Fully computerized office and accounts section. Maintaining the college accounts. The college regularly uses an online payment facility. Salary maintenance is fully computerized.
Student Admission and Support	Students admission to the college is an online mode of application through the university portal of admission. once the student got selected in a course of our college he has to deposit the fees online through any mode of payment. Then the roll number of the student are given. The database of students so admitted in the college stores personal detail, subjects and other details relating to learning in

	the college and are useful for the student throughout their study in the college..
Examination	The notices regarding all the class tests, annual test examinations, and university examinations are given through the social media platform. Examiners were notified through email. All the result-related work has been performed electronically. Tabulation work has also been performed electronically with ease.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. Ashok kumar Jha	Workshop for uploading Data on MIS PFMS portal	Bihar State Higher Education Council Patna	2200
2018	Dr. Ashok kumar Jha	Regional Workshop for Participating Institute UBA	IIT Patna Unnat Bharat Abhiyan in collaboration with IIT Delhi Bharat Abhiyan	2500
2018	Dr. Ashok kumar Jha	Regional Workshop for Participating Institute UBA	NIT Patna Unnat Bharat Abhiyan	1500
2018	Dr. Ashok kumar Jha	Bihar state higher education Patna ,Workshop for RUSA grant DPR Workshop	BSHEC ,Government of Bihar , Education Department Patna	1700
2019	Dr. Ashok kumar Jha	NAAC awareness and training programme	Raj Bhavan Patna in collaboration with L.N.Mithila University Darbhanga	4950
2019	Dr. Ashok kumar Jha	Digitization of higher education	Raj Bhavan Patna in collaboration with MHRD New Delhi	3920
2019	Dr. Ashok kumar Jha	Digitization of higher	Marwari College	0

		education in Biha	Bhagalpur	
2019	Dr. Ashok kumar Jha	Digitization of higher education	Patliputra University Patna	1800
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Digitization and use of Wifi	Digitization and use of	03/10/2018	03/10/2018	11	10
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Skill based Teachers Training in ICT, IPR and Research	1	03/05/2018	03/11/2018	7
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1	1	1

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institution conducts External and Internal Financial Audit(Max 100 words) The college conducts Internal audit by the reputed firm of CA regularly. External audit is made by the university and government. We have very transparent computer oriented accounting system in the college.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
UBA ,IIT New Delhi	50000	Village Development
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	No	Null
Administrative	No	Null	No	Null

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The college campus is situated on low land so in campus water logging is a bigger problem. The parents /guardians with the help of the community fed the land with not less than 250 lorries of soil.

6.5.3 – Development programmes for support staff (at least three)

1. secretarial training 2. Code of conducts 3. universal values 4. Human right1

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. DPR and Layout Plan of College for RUSA Grant, Framework 2. New classroom construction on the top floor by M.L.A Fund but incomplete 3. a request letter to the Department of education , government of Bihar Patna ,for the provision of additional land to this college

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	Null

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Use of campus wifi with application of ICT	03/10/2018	03/10/2018	03/10/2018	72
2018	Detailed Project Rep[ort Preparation for RUSA with Layout Plan	18/09/2019	19/05/2018	07/09/2018	14

2018	Request letter to education Department for additional land college	18/09/2018	04/09/2018	07/09/2018	16
2018	Village selection Unnast Bharat Abhiyan A government of India flagship programme	18/09/2018	20/07/2018	18/10/2018	14
2018	Academic calendar college	18/09/2018	05/07/2018	09/08/2018	14
2018	AQAR NAAC for 17-18 18-19 preparation and submission to NAAC	22/12/2018	07/11/2018	29/12/2018	16
2019	Digitization of college for e learning	24/05/2019	12/04/2019	25/05/2019	14
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Talk- Advocacy of Women's right a way forward for ensuing empowerment with equity24	24/01/2019	24/01/2019	34	11
Talk- Domestic violence against women	08/03/2019	08/03/2019	3	47

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Awareness of no use of plastics through group discussion, and debate on the occasion of earth day and environment day. Plantation on campus and proposed in villages in phases - a number of trees including medicinal have been planted. Lesser use of papers and promote the use of electronic communication for correspondenceswachhta in campus Solar cell installation on the top floor of the main building in college decreases the electricity consumption considerably. Energy-efficient appliances are promoted for use.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	8
Rest Rooms	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	2	4	02/08/2018	21	Soil feeling	water logging in campus to some extent Soil feeling	26
2019	5	8	07/11/2018	26	5 village level Survey for UBA	Village redevelopme nt plan framework	21
2019	1	1	25/12/2019	63	Youth p articipation in go vernance	sensiti zed	63

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Teachers, Student, Principal and stakeholders	06/07/2018	Students should have to follow the dress code in the College, there are sprat dress code for boys Girls student of the college. Politeness, humility are the manner report to interact a teachers, staff and evil in the society daily. Cleanliness of the campus and the classroom are to

be maintain. Teachers should demonstrate to students their commitment for excellence in work, manners and achievement. Teachers should uphold human dignity and promote equality of gender, religion and ethnicity. Code of Conducts for Principal: Maintain tolerance while dealing with burning issues among students and subordinates.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
A talk on Gandhi Jayanti - adoption of nonviolence ,truth and simple living high thinking	02/10/2018	02/10/2018	43
Anti terrorist Day	21/05/2019	21/05/2019	17
New Voters registration campaign	25/01/2019	25/01/2019	127

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Awareness of no use of plastics through group discussion, and debate on the occasion of earth day and environment day.
2. Plantation in campus and proposed in villages in phases - a number of trees including medicinal have been planted
3. Lesser use of papers and promote the use of electronic communication for correspondenceSwachhta in campus
4. Solar cell installation on the top floor of the main building in college decreases the electricity consumption considerably.
5. Energy-efficient appliances are promoted for use.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices as per NAAC Format: Best Practice-I Title of the Best Practices: A steps forward towards the village development through UBA The very purpose of higher education system, broadly, is to serve the society for improving the quality of living of human beings in society so endeavoured to achieve through the practice. We adopted (5) villages, so that our institution can contribute to the economic and social betterment of these villages and communities .

2.Objective of the practice: (i)To engage the faculty and students of Higher Educational Institutions in understanding rural realities. (ii) Identify and select existing innovative technologies, enable customization of existing

technologies and development of new technologies, and (iii) To allow Higher Educational Institutions to contribute to devising systems for smooth implementation of various Government Programs. 3.The Practice: It aimed at bringing about the transformational change in the rural development process by leveraging knowledge institutions to help build enhancing the quality of living of rural areas .Its mission is to enable higher education institutions to work with the people of rural India in identifying the development and challenges and evolving appropriate solutions for accelerating sustainable growth. Sabour college is the first constituent college in the Bihar state to achieve the glory of associating with UBA with Dr. Ashok Kumar Jha appointed as Project Coordinator. We constituted the UBA Cell in the college and adopted 05 villages of Sabour blocks in Bhagalpur district of Bihar. The name of the villages so selected are , Sabour 2. Babupur 3. Pharka 4. Bhithi and 5. Mamlakha In the UBA cell the then Block Development officer , Sabour block, Block panchayat Raj Padadhikari , the then Mukhiya, Khankitta Panchayat and Pramukh of Sabour Block have been nominated as Member with Faculty and Staff and teachers of the college. The Prof Incharge has been the Chairperson of the UBA cell. Surveys of villages and households have been done with the students, volunteers and other stakeholders. Now we will study and analyse the survey report then to device the plan of action as per the need resulting from the analysis of the survey. I am sure in due course of time this campaign is bound to bring the desired result and shall achieve the development goals as envisaged . 4.Obstacles faced if any and the strategies adopted to overcome them: All these villages are worst affected by the flood every year. We have been trying to evolve an alternative method of support which remains ineffective even due to flooding. 5.Impact of the Practice: Overwhelming response of the project by villagers and community. The project is a continuous process. The identification of technology required for the development process of the villages. 6.Resources required: Project will be prepared and after approval a limited fund shall be given to implement the project. 7. About the institution: Sabour College ,Sabour, Bhagalpur NAAC accreditation grade -B , CGPA-2.58, Cycle I Contact Person : Dr. ashok Kumar Jha ashokjha159@yahoo.com Best Practice 2: 1.Title of the Practice: Voters education with enrolment of first time voters particularly in college: India is the largest democratic nation of the world.Adult franchise is prevailing in our country.Person who is 18 years old can be enlisted and registered as voters.Voting is the most important weapon devised to control the government. Voting helps people citizen become more involved in their government and keep it accountable.. Voting is an integral part of democracy. The college is a hub of first time voters. A large number of students enlisted in the college don't have registered in the voters list as they attain 18 years of age almost at the time of beginning of college or a little bit earlier. 2.Objective of the practice: 1.To ensure the people and youth understand their rights voters. 2. Enhance youth participation in the process of governance 3. Strengthen democracy of our great nation 3.The Practice: We seek the details of the students and also the community of who couldn't get registered as voters required to fill the prescribed proforma of Election commission of India.It got properly filled under the guidance of Nodal Officer -Dr. Ashok Kumar Jha , SVEEP programme in the college. This campaign has well coordinated with the District election commission Office and officers. The filled up proforma for new voters registration or any other editing so collected have got submitted to the District election commission Office and in this way after completing due procedure in the election office eligible voters get registered . All the first time voters are provided with a voter card. It gets distributed to the individual on the occasion of National Voters day i.e. 25th January each year. We organises rally, talk and workshops too from time to time. 4.Obstacles faced if any and the strategies adopted to overcome them: No major obstacles except that people and others asks for the purpose of such a value campaign in college which gets convinced to the mark of satisfaction 5.Impact of the Practice: The

number of first time voters and others enhanced markedly by registering them. They are also exposed of the importance of voting in democratic setup of a country. 6.Resources required: The infrastructural and feeble amount required are provided by the internal resources of the college itself. 7. About the institution: Sabour College ,Sabour, Bhagalpur NAAC accreditation grade -B , CGPA-2.58, Cycle I Contact Person : Dr. ashok Kumar Jha, Nodal Officer SVEEP ashokjha159@yahoo.com

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://sabourcollegesabour.org/wp-content/uploads/2023/02/Document-1-93.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

7.3 Institutional distinctiveness : Provide the details of the performance of the institution in one area distinctive to its vision. Sabour College Sabour is a constituent College of T. M. Bhagalpur University Bhagalpur and is located in the rural area under Sabour Block, Sabour. It was established in the year 1973 as a coeducational institute of higher learning. There are a number of strength and features of the college in the distinctive fields that championed our college. The institute is a distinctive history of about 47 faculty members in 18-19 almost all are Ph.D degree holders .Some nearly dozen are in the cadre of University professors and the rest are Associate professors except 03 faculties.A number of teachers holding the post of Head P.G.Department of T.M. Bhagalpur University. There are faculties who are elected Senate Member of T.M.Bhagalpur University. Though it is an Undergraduate college a number of teachers are deputed in the different PG Department of University, not only this a number of teachers were holding key posts in the university though still they are posted as faculty of this college. So, on the whole, it is in our own vision that gives distinction to the college despite its location in rural area and endeavouring continuously to impart quality teaching-learning to students belonging to a lower economic group and deprived economically.

Provide the weblink of the institution

<https://sabourcollegesabour.org/wp-content/uploads/2023/02/Document-1-92.pdf>

8.Future Plans of Actions for Next Academic Year

To get an edge over and to put the institution on a vibrant progressive path IQAC proposes to work on following programmes: Each department and every teacher in the department shall and every teacher shall endeavor to undertake jointly/individually at least one minor/major research project. make maximum use of ICT and web based teaching-learning. 1.Each department and every teacher shall contribute to the research journals by way of publishing research papers/articles. 2.The college shall organize one national level workshop/seminar /conference sponsored by National /international governmental or nongovernmental body. 3.Some of the practices have been taken care of like blood donation camp in college, tree plantation, energy conservation by using led, solar energy panel on top of the floor shall be planed to install for the energy requirement of the college, Rain water Harvesting system is being plan to be constructed. celebration of woman's day, AIDS awareness and environment awareness day, Science Day etc. 5..Creative Methods of Teaching - Learning: The following are some of the creative methods of Teaching-Learning proposed to be undertaken - • Use of ICT (Information and Communication Technology • Guest Lectures The college also proposes to bring about Examination Reforms for students evaluation: The following initiative for the examination reforms are proposed to be initiated. We are on way to implement a series of continuous testing and evaluation of

learners. For all the parts of graduation number of class test is proposed to be introduced quarterly in the year and analysis of evaluation report of the class test with remedial measures to improve the result. 6.Faulty development programme: In order to strengthen the teaching learning programme improvement of the efficiency of teachers and faculty members is dire need to keep abreast with the latest development of educational technology, Without the proper training in the field of ICT and educational technology the goals and objective of the quality teaching and learning appears to be an impossible task. The skills and abilities required to acquire and utilise knowledge contained in various forms around the world. Audio Visual Aids: Audio Visual aids in the class room can enhance teaching methods and improve student comprehension. Todays technology offers many choices to the informed educator who wishes to capitalize on the new generation's appetite for multimedia presentations. There are a range of new technologies and new techniques engendered by the information revolution that allows for the production of new knowledge and dissemination of data, information and knowledge. These new technologies allow the academic practitioners to move from being sages on the stage into the role of the guide on the side and assist students in gaining the skills and abilities required to acquire and utilise knowledge contained in various forms around the world.